

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE J	PAGE OF PAGES 1   20
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 09-Mar-2011	4. REQUISITION/PURCHASE REQ. NO. W917PM10190365		5. PROJECT NO.(If applicable) PDHE031901DH	
6. ISSUED BY CODE AFGHANISTAN DISTRICT NORTH (AEN) US ARMY CORPS OF ENGINEERS OPERATION ENDURING FREEDOM APO AE 09366		W5J9JE	7. ADMINISTERED BY (If other than item 6) CODE <b>See Item 6</b>		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)			X	9A. AMENDMENT OF SOLICITATION NO. W5J9JE-11-R-0066	
			X	9B. DATED (SEE ITEM 11) 24-Feb-2011	
				10A. MOD. OF CONTRACT/ORDER NO.	
				10B. DATED (SEE ITEM 13)	
CODE			FACILITY CODE		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  1. PURPOSE: The purpose for amendment 0001 is to correct "Factor 1 - Experience" in Sections 00110 and 00120 as indicated in the Summary of Changes which begins on page 2. The corrections are highlighted. 2. PROPOSAL DUE DATE AND TIME: Remains unchanged. Proposals are due by 3:00 p.m. local Kabul time on 17 March 2011. -----LAST ITEM-----					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
			TEL: _____ EMAIL: _____		
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED  09-Mar-2011	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE: **SUMMARY OF CHANGES**

## SECTION 00100 - BIDDING SCHEDULE/INSTRUCTIONS TO BIDDERS

The following have been modified:

**SECTION 00110  
INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS**

LOWEST PRICED TECHNICALLY ACCEPTABLE (LPTA)

**1. DEFINITIONS**

This solicitation is for a firm fixed price type contract to acquire construction of a Uniform Police District Headquarters at Zirok Paktika, Afghanistan

This work includes, but is not limited to, management, planning, design, material, labor, and equipment, to site adapt and construct all utilities, vehicular access, buildings, force protection measures, site security, demining activities, and other features as referenced herein.

When the word 'Offeror' is encountered throughout this Section 00110, it is intended to mean a company or Joint Venture seeking to do business with the Government that submits a proposal in response to this solicitation.

A 'proposal' is documentation prepared by the Offeror and submitted to the Government for evaluation purposes in response to this solicitation.

When the word 'Government' is encountered throughout this Section 00110, it is intended to mean the U.S. Army Corps of Engineers Afghanistan District-North (AED-N).

Proposals for this solicitation will be accepted until the date and time indicated on Standard Form 1442. Prospective Offerors should submit inquiries related to this solicitation only by e-mail to:

E-MAIL ADDRESS: [Yvette.Walker@usace.army.mil](mailto:Yvette.Walker@usace.army.mil)

Include the solicitation number, and project title with any questions/clarifications. Written questions must be received by this office not later than 4 calendar days prior to the date set for receipt of offers. **TELEPHONE INQUIRIES WILL NOT BE ACCEPTED.**

Oral explanations or instructions are not binding. Any information given to an Offeror which impacts the solicitation and/or offer will be given in the form of a written amendment to the solicitation.

As this is a competitive negotiation acquisition, there is no public proposal opening and no information will be given out as to the number of Offerors or the results of the competition until all awards are made.

## 2. DIRECTIONS & GUIDANCE REGARDING NOTICE TO PROCEED (NTP)

(a) The contract resulting from this Solicitation will require the successful Offeror to provide the Contracting Officer:

- (1) Evidence of Defense Base Act (DBA) insurance coverage for its employees (mandatory for Notice to Proceed (NTP) to be issued);
- (2) A performance guarantee (such as performance and payment bonds), if the solicitation and contract provide for that (mandatory for NTP to be issued);
- (3) Proof of registration of its employees in the Synchronized Predeployment and Operational Tracker (SPOT) (mandatory before any physical work at the site shall commence); and
- (4) An acceptable security plan in accordance with contract Section 01040 (mandatory before any physical work at the site shall commence).

(b) Evidence of Defense Base Act (DBA) insurance coverage for the successful Offeror's employees and the performance guarantee, if applicable, must be provided to the Contracting Officer prior to the contractor receiving Notice to Proceed (NTP). The successful Offeror shall be given up to 21 days after contract award to meet these requirements. The Contracting Officer intends to issue NTP immediately after these requirements are met.

(c) The successful Offeror is encouraged to complete all requirements (i.e., items a. 1-4) within 21 days after contract award, but may complete registration of its employees in SPOT and submit an acceptable security plan following NTP. However, no physical work at the site of the contract shall commence until all requirements are completed. The Contracting Officer will not modify the contracts' period of performance to account for the time it takes the successful Offeror to complete these requirements following NTP.

(d) Any unexcused contractor delay in completing these requirements within 21 days after contract award may be cause for the Government to pursue appropriate remedies under the contract, including its right to terminate the contractor's performance under the contract's "Defaults" Clause.

## 3. DIRECTIONS FOR SUBMITTING PROPOSALS

Offers must be placed in envelopes/packages, sealed and marked and addressed as follows:

### MARK PACKAGES:

Solicitation No.: W5J9JE-11-R-0066

Offer Closing Date: 17 March ~~2010~~ 2011

Offer Closing Time: 3:00 p.m. (LOCAL KABUL TIME)

### ADDRESS PACKAGES TO:

U.S. Army Corps of Engineers (USACE)  
Afghanistan Engineer District-North (AED-N)  
Qalaa House, Attention: Yvette Walker  
Kabul, Afghanistan

Additional Instructions Pertaining to Hand Carried Offers: Hand-carried offers must be delivered to the USACE AED-N office, Qalaa House, Kabul, Afghanistan. Offerors who are required to hand-deliver their offers must give properly marked package(s) to an AED-N guard at the entrance gate to Qalaa House Compound no later than the time specified above. The guard will provide a hand receipt indicating the date and time the package was received. Please verify that the hand receipt is accurate and retain the receipt for your records.

**PROPOSALS SUBMITTED AFTER THE DATE AND TIMES ESTABLISHED FOR SUBMISSION OF PROPOSALS WILL NOT BE EVALUATED.**

**4. PREPROPOSAL CONFERENCE / SITE VISIT**

A Pre-proposal Conference was held at Qalaa House in Kabul. The conference slides and information are located on the AEN website at <http://www.aed.usace.army.mil/ConfDoc2010.asp>

An organized site visit will not be held. Vendors may visit the site on their own schedule and at their own risk.

**IMPORTANT NOTES.** (1) Remarks and explanations addressed during the conference shall not qualify or alter the terms and conditions of the solicitation. (2) The terms and conditions of the solicitation remain unchanged unless the solicitation is formally amended in writing by the Contracting Officer.

**5. ELECTRONIC OFFERS**

FAXED PROPOSALS, MODIFICATIONS THERETO, OR CANCELLATIONS WILL NOT BE ACCEPTED. However, proposals may be withdrawn in writing by letter or e-mail. Any written notice to withdraw an offer sent to this office must be received in the office designated in the Request for Proposal (RFP) for receipt of offers not later than the exact date and time set for receipt of proposals.

**6. PROPOSALS SHALL BE SUBMITTED IN THE FOLLOWING FORMAT:**

Proposal Package	<u>Original</u>	<u>Copies</u>
<b>VOLUME 1 – Technical Proposal</b>	<b>1</b>	<b>3</b>
FACTOR 1 – Experience		
FACTOR 2 – Key Personnel		
FACTOR 3 – Past Performance		

Volume 1 shall also include the following:

- Letters of Commitment from Subcontractors (if applicable)
- Joint Venture Agreement (if applicable)

	<u>Original</u>	<u>Copies</u>
<b>VOLUME 2 – Price Proposal and Administrative Submission</b>	<b>1</b>	<b>0</b>

FACTOR 4 – Price Proposal

Volume 2 **shall** include the following:

- Domestic Investment License issued by the Afghanistan Investment Support Agency (AISA). **Failure to provide this document will eliminate the offeror from further consideration.**

Volume 2 **shall** also include the following:

- Signed Standard Form 1442
- Pricing Schedule
- Representation and Certifications, Section 00600
- All Amendments, signed and dated
- Offeror’s e-mail address and cell phone number
- Name, Address, DUNS, CAGE and TAX Identification Numbers of the Contractor submitting the proposal

Failure to submit these documents/information may result in rejection of the proposal. The Government will not make assumptions concerning intent, capabilities, or experience. Clear identification of proposal details shall be the sole responsibility of the Offeror. The Government will reject incomplete proposals after initial evaluation without further consideration. Complete proposals shall meet the following basic requirements identified in paragraph 6.

## 7. PROPOSAL SUBMISSION REQUIREMENTS AND INSTRUCTIONS

- a. REQUIREMENT FOR SEPARATE TECHNICAL AND PRICE PROPOSALS.  
DO NOT MIX CONTENTS OF VOLUME 1 (Technical) AND VOLUME 2 (Price) IN THE SAME BINDER.

(1) The Proposal shall be typed and submitted in clearly-written English

(2) Each Offeror must submit a Technical Proposal and a Price Proposal. The Technical Proposal and the Price Proposal must be submitted as separate volumes. Both the Technical and price proposal shall be paginated (contain consecutive page numbers on each page).

The outside cover of each separate volume (Vol 1 – Technical; Vol 2 – Price) must be clearly marked to indicate its contents and the identity of the Offeror. Additionally, identify the “original” Technical proposal and the “original” cost/price proposal on the outside cover.

(3) Both the Technical Proposal and the Price Proposal must be received by the closing date and time set for receipt of proposals.

(4) Pricing Schedule, Vol 2, shall be completed in full

(5) Do not include any dollar amounts in the Technical Proposal that are taken from the Price Proposal.

(6) All information intended to be evaluated as part of the Technical Proposal must be submitted within the Technical Proposal. Do not cross-reference material in the Price Proposal, or vice versa. Also, do not include links to websites in your proposal.

(7) Do not attempt to modify the terms and conditions of the solicitation in either the technical or price proposal or add conditions or qualifications to your offer. Should the Offeror include terms and conditions that conflict with the terms and conditions of the Solicitation, the offer may be determined "unacceptable" and thus ineligible for award. Any questions related to specific terms and conditions contained within the Solicitation should be resolved prior to submission of the offer. Notwithstanding the above, the Offeror must clearly describe on the Proposal Cover Sheet submitted with the Price Proposal any modifications to the contractual and/or technical terms and conditions of the solicitation contained in the Offer.

(8) Failure to submit required documents or failure to properly complete documents may result in rejection of the offer without further evaluation. Therefore, Offerors are urged to follow instructions carefully and to speak with the Contracting Officer if the Offeror does not understand any part of the Solicitation.

b. DISCUSSIONS. The Government intends to evaluate proposals and award a contract without discussions with Offerors. Therefore, the Offeror's initial proposal should contain the Offeror's best terms from a cost or price and technical standpoint. The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. If the Contracting Officer determines that the number of proposals that would otherwise form the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

c. GENERAL INSTRUCTIONS.

(1) Submit only the hard-copy paper documents specifically required in this section. Do not submit excess information; do not include audio-visual materials, electronic media, etc.

(2) Use only 8 ½ by 11 inch paper or A4 paper for hard copy submissions, unless another paper size is specifically authorized elsewhere in this section for a particular submission. Do not use fold-outs (e.g., 11" x 14" or 11" x 17" sheets). Do not use a font size smaller than 10, an unusual font style such as script, or condensed print for any submission. All page margins must be at least 1 inch wide, but may include headers and footers. All pages must be numbered.

(3) The preferred method for assembling your proposal is to use three-ring binders; however, the use of pressboard or other report covers with compression or other type fasteners is acceptable. Do not use spring clamps or exceed the recommended capacity of the fastener or binder. Do not use plastic multi-hole/spiral binding systems, heat binding systems, or other systems which do not facilitate the ready insertion of additional pages. Do not include loose papers.

(4) References to "Confidential" projects cannot be submitted to demonstrate capability unless all of the information required for evaluation as specified herein can be provided to the Government as part of the Offeror's technical proposal. Offerors that include in their proposals information they do not want disclosed to the public for any purpose, or used by the Government except for evaluation purposes, must clearly mark their proposals in accordance with the instructions at FAR 52.215-1, "Instructions to Offerors—Competitive Acquisition," paragraph (e), "Restriction on disclosure and use of data."

(5) In the case of an Offeror that is part of a large, multi-segmented business concern, provide information directly pertaining to the specific segment of the business concern (i.e., the division, group, unit, etc.) that will perform work under the prospective contract.

(6) For submissions with page limitations, the pages will be counted as follows: One side of the paper is one page; information on both the back and front of one sheet of paper will be counted as two pages. Pages furnished for organizational purposes only, such as a "Table of Contents" or divider tabs, are not included in the page limitation.

## 8. INSTRUCTIONS FOR SUBMISSION OF JOINT VENTURE AGREEMENTS

- a. A Joint Venture offeror must submit with its technical proposal a copy of the joint venture agreement upon which the Joint Venture organization has been formed. The joint venture agreement must indicate that the joint venture is in existence as of the date and time that proposals are due to be submitted; or, alternatively, that the joint venture will automatically take legal effect immediately upon notification to the joint venture of contract award.
- b. If the original joint venture agreement is not written in English, the offeror must provide an English language copy of the joint venture instrument, accompanied by an original signed statement by an authorized officer or representative of each of the joint venture partners that the English translation is true and correct.
- c. The joint venture agreement must be signed by a representative of each joint venture partner who has the requisite authority to bind the partner to the agreement, with the chief executive of each entity identified.
- d. To be acceptable to the Government, the joint venture agreement must clearly state within its terms that each member of the joint venture is jointly and severally liable for all of the obligations of the joint venture itself with respect to completion of all work and services under the contract expected to result from the Solicitation.
- e. The terms of the joint venture must detail, in terms of percentages, where appropriate, the relationship of the joint venture parties in terms of business ownership, capital contribution, and profit distribution or loss sharing.
- f. Additionally, the joint venture agreement must specify who among the joint venture partners is authorized to sign the Solicitation's Standard Form 1442, acknowledging the amendments to the Solicitation, if any, and binding the entire joint venture to its obligations under any contract which may result from the Solicitation.

## 9. SUBCONTRACTORS

- a. If an Offeror wishes to receive credit for the experience, key personnel or past performance of a subcontractor, including a firm that is a proposed subcontractor to the prime contractor or a joint venture partner, the Offeror must submit a letter of commitment to subcontract under the proposed project, signed both by the subcontractor and the Offeror.
- b. For purposes of this Solicitation, such a subcontractor shall be considered to be a "qualified subcontractor."
- c. The commitment letter must be submitted even if the subcontractor is in some way affiliated with a joint venture partner (for example, the subcontractor is a subsidiary of a joint venture partner, or a subsidiary of a firm to which the joint venture partner is also a subsidiary).
- d. Include letters of commitment in Volume I, Factor 1, Experience.

## 10. SPECIFIC INSTRUCTIONS FOR VOLUME 1 – TECHNICAL PROPOSAL

- (1) Number of Sets of the Technical Proposal. Submit an ORIGINAL and THREE (3) additional sets of the Technical Proposal, with each set in a separate binder.
- (2) Format and Contents of the Technical Proposal and List of Tabs. The original and all copies of the technical proposal will be appropriately labeled as such. Each technical proposal shall be organized using the tabs specified in the following chart. Note: The main tabs directly correlate to the evaluation factors identified in Section 00120.

TAB	CONTENTS OF THE TECHNICAL PROPOSAL	PAGE LIMITS
TAB 1 Factor 1	EXPERIENCE	5
TAB 2 Factor 2	KEY PERSONNEL	2 pages per resume
TAB 3 Factor 3	PAST PERFORMANCE	5

(3) Page Limitations. The following page limitations are established for each factor described above:

- Factor #1, Experience – Limited to 5 pages (maximum of 5 forms)

Letters of Commitment from subcontractors (if applicable) will NOT count against your page limitation.

A Joint Venture agreement (if applicable) will NOT count against your page limitation.

- Factor #2, Key Personnel – Limited to 2 pages for each resume
- Factor #3, Past Performance – Limited to 5 pages (maximum of 5 forms)

Letters of recommendation, commendations, evaluations and/or awards will NOT count against your page limitation.

Pages submitted which exceed limitations listed above will not be evaluated. Tables of content, proposal cover letters, and tabs between proposal information do not count toward any page limitations in the proposal.

## 11. SPECIFIC INSTRUCTIONS FOR VOLUME II – PRICE PROPOSAL

- Number of Sets of the Price Proposal. Submit an ORIGINAL set of the Price Proposal in a binder.
- Size Restrictions and Page Limits. Use only 8 ½” x 11” or A4 pages. There are no page limits set for the price proposal. However, please provide only the information required by this solicitation. Excess information will not be considered in the Government’s evaluation.
- Format and Contents of the Price Proposal and List of Tabs. The Price Proposal shall be appropriately labeled and shall be organized and tabbed as indicated in the following chart.

<b>CONTENTS OF THE PRICE PROPOSAL</b>	
<b>TAB 1</b>	The Proposal Cover Sheet, to include the Offeror's e-mail address, cell phone number, Name, Address, DUNS, CAGE and Tax Identification Number
<b>TAB 2</b>	The SF 1442 and Acknowledgement of all Amendments (signed and dated)
<b>TAB 3</b>	Section 00010, Pricing Schedule
<b>TAB 4</b>	Representations, Certifications, and Other Statements of the Offeror

(4) Detailed Submission Instructions for the Price Proposal

**TAB 1:** The proposal cover sheet is required by FAR 52.215-1(2) (c) (i)-(v) and must be submitted by all Offerors. This provision, titled "Instructions to Offerors—Competitive Acquisition," and the format for the proposal cover sheet are furnished at the end of this section.

**TAB 2:** The SF 1442, Solicitation, Offer, and Award is to be completed by the Offeror and duly executed with an original signature by an official authorized to bind the offeror in accordance with FAR 4.102. Any and all amendments must be acknowledged by the Offeror in accordance with the instructions on the Standard Form 30, Amendment of Solicitation.

**TAB 3:** Section 00010 is to be completed in its entirety by the Offeror. See Sections 00010 with attached notes, for further instructions.

**TAB 4:** The Offeror must complete the "Representations, Certifications, and Other Statements of Offerors" attached to this solicitation in Section 0600. If the Offeror has previously completed these forms electronically via the Online Representation and Certification Application (ORCA) website, please print and attach your completed ORCA forms. Otherwise, please complete Section 0600. If the Offeror is a joint venture, each joint venture partner or entity must complete and attach the "Representations, Certifications, and Other Statements of Offerors" forms for its own organization, in addition to the "Reps and Certs" forms completed and submitted on behalf of the joint venture offeror.

## 12. PROPOSAL FORMAT - VOLUME 1

### TAB 1: FACTOR 1 - EXPERIENCE

The Proposal must contain no more than five (5) projects using the attached Experience Information Form at the end of Section 00110, to contain the Offeror's experience performing work similar to that required on this solicitation. "**Same or Similar**" as referenced below, is defined as experience on projects that are the same or similar in size, scope, complexity and dollar magnitude as the project described in the solicitation.

\*\*\***EXPERIENCE reflects whether the Offeror has performed similar work before.**

Demonstrate the experience of the Offeror and/or the proposed team, including sub-contractors and Joint Venture partners:

- The Offeror shall complete no more than five (5), Experience Information forms, attached at the end of Section 00110, in response to this factor. All blocks must be completed and all data must be accurate, current, and complete.
- At least two (2) of the projects submitted must be the **same or similar** to the project described in the solicitation
- All projects submitted must be at least 50% complete.
- At least one (1) of the projects submitted must be valued at over \$1,500,000.00 **AND** must have been completed within the last 3 years. This project must be the **same or similar** to the project described in the solicitation.

~~In addition, the Offeror shall submit:~~

- ~~• At least one (1) project that has been successfully completed in the following Province(s):~~

~~LIST PROVINCE(S)~~

~~This one (1) project must have been completed in the last three (3) years. This project must be 100% complete. This project **does not** have to be the **same or similar** to that described in the solicitation.~~

### TAB 2: FACTOR 2 - KEY PERSONNEL:

The Offeror must provide a Resume for the following Key Personnel:

Project Manager for Design  
 Project Manager for Construction  
 Senior Electrical Engineer  
 Senior Mechanical Engineer  
 Senior Civil Engineer  
 On-Site Construction Superintendent  
 Safety Officer  
 Quality Control Manager  
 Project Scheduler (Resume must indicate Scheduling Software experience (e.g., Primavera, Microsoft Project))

All Resumes must include the following information and may NOT exceed two (2) pages per Resume:

- Name and title
- Project positions held
- Name of firm
- Years of experience with this firm (in your field of expertise/discipline) **and** years of experience with other firms (in your field of expertise/ discipline)
- Education degree(s), year, and educational institution(s) which issued these degree(s)
- Active professional registration, year first registered, if applicable
- Other experience and qualifications relevant to same/similar work required under this contract
- List of projects in which the individual has worked to include Name of project(s) and project location(s)

The following key personnel must have educational degrees in required disciplines:

The following Key Personnel shall have a minimum of five (5) years of professional experience in their field.

- Project Manager for Design – Architectural or Engineering Degree

The following Key Personnel shall have a minimum of three (3) years of professional experience in their field.

- Project Manager for Construction – Architectural or Engineering Degree
- Senior Electrical Engineer – Electrical Engineering Degree
- Senior Mechanical Engineer – Mechanical Engineering Degree
- Senior Civil Engineer – Civil Engineering Degree

### **TAB 3: FACTOR 3, PAST PERFORMANCE**

The Proposal must include no more than five (5) projects using the attached Past Performance form at the end of Section 00110, representing the Offeror's relevant Past Performance. Relevant Past Performance is defined as past performance on projects that is the same or similar in size, scope, complexity and dollar magnitude as the project described in the solicitation.

**\*\*\*PAST PERFORMANCE describes how well the Offeror performed previous construction projects.**

Demonstrate the past performance of the Offeror and, if you wish, other members of the proposed team, if any, including sub-contractors and Joint Venture partners.

- The Offeror shall complete and submit no more than five (5) Past Performance forms (one (1) form for each project) attached at the end of the Section 00110 in response to this factor. Past Performance forms submitted must describe projects 50% completed within the last 3 years.
- The offeror shall provide its Data Universal Numbering System (DUNS) in Block 2. A DUNS number must be provided if the offeror possesses a DUNS number. If not, the offeror must state that it has no DUNS number.
- The Offeror is highly encouraged to also submit letters of recommendation, commendations, and/or awards on projects, which demonstrate construction experience, if available.

### 13. PROPOSAL FORMAT - VOLUME II

#### TAB 1: FACTOR 4 - PRICE

The Offeror's prices shall contain all costs to complete the work contained in the Bidding Schedule that is part of this solicitation. The Offeror's prices shall contain all costs including profit, all overhead (to include office and field overhead), labor burden, insurance, adjustments to listed prices, general and administrative expenses, subcontractor mark-up, mobilization and demobilization, and all other costs including, but not limited to, compliance with environmental laws, permits, preparation of reports, correspondence and documentation required by law or these specifications, tax laws, protection and/or moving of government property and engineering services. (Engineering services include those services that are incidental to construction, and completing submittals for construction work.) The prices shall also include costs necessary to interface with Government representatives, and coordination with occupants and other contractors as necessary. For more information see the Summary of Work.

#### Information to be provided in Volume II:

- Proposal Cover sheet (see instructions below)
- Offeror's e-mail address and cell phone number
- Offeror's name, Address, DUNS, CAGE and TAX Identification Number.
- SF1442, "Solicitation, Offer and Award"
- Any Amendments to the solicitation, signed and dated
- Completed Bidding Schedule, including the offeror's proposed component prices.
- Representation and Certifications, Section 00600

#### **Proposal Cover Sheet**

1. Solicitation Number:
2. The Offeror's name, address, land line and cell phone numbers (and electronic address if available):
3. A statement certifying that the enclosed proposal conforms to all terms, conditions, and provisions of the solicitation and a promise to furnish all items and services at the fixed price which the offeror has set opposite each item or service, or a statement specifying any exceptions contained in the offeror's proposal to the technical standards and cost/price standards set forth in the solicitation, including any exceptions to the requirements of this solicitation inherent in the Offeror's standard terms and conditions.
4. Names, titles, land line and cell phone numbers (and electronic addresses if available) of persons authorized to negotiate on the Offeror's behalf with the Government in connection with this solicitation.
5. Name, title, and signature of person authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of the agent's authority to bind the offeror, unless that evidence has been previously furnished to the issuing office.
6. Offeror's e-mail address, cell phone number, Name, Address, DUNS, CAGE and TAX Identification Number.

**EXPERIENCE INFORMATION****(To be completed by Offeror)**

<b>1. Contractor:</b>  Address:	<b>2. Contract /Task Order(TO) /Purchase Order (PO) Number:</b>
	<b>3. Contract/TO/PO Dollar Value:</b>
	<b>4. Contract/TO/PO Status:</b> <input type="checkbox"/> <b>Active</b> <input type="checkbox"/> <b>Complete</b>  Percent (%) complete and scheduled completion date (if active):  Completion Date (if 100% complete):
<b>5. Project Title:</b>  Location (City and Province):	<input type="checkbox"/> <b>Prime</b> <input type="checkbox"/> <b>Subcontractor</b>
<b>6. Project Description:</b>  Features of work that the Offeror completed, including a statement of the total dollar value of this work::	

***PAST PERFORMANCE***  
**(To be completed by Offeror)**

**1. Contract /Task Order(TO) /Purchase Order (PO) Number:**

**2. Contractor Data Universal Numbering System (DUNS) #:**

**3. Contract/TO/PO Dollar Value:**

**4. Project Title:**

Location (City and Province):

Percent complete:

Date completed:

Was Project Completed on time (within schedule) and within cost?

**5. If you answered "No" above, provide a brief synopsis on corrective actions that were taken:**

**6. List Current/On-going Projects, Dollar Value, Contract number, percentage (%) complete:**

**7. Provide points of Contact (POC)/References (minimum of 2 required) for individuals the Government may contact at companies that are present or previous customers of the Offeror:**

Name:

Name:

Phone #:

Phone #:

e-mail:

e-mail:

Project:

Project:

(End of Section)

**SECTION 00120**  
**PROPOSAL EVALUATION AND CONTRACT AWARD**

LOWEST-PRICED, TECHNICALLY ACCEPTABLE (LPTA)

**1. ELIGIBILITY FOR CONTRACT AWARD.**

In accordance with the Federal Acquisition Regulation (FAR), no contract shall be entered into unless the Contracting Officer ensures that all requirements of law, executive orders, regulations, and all other applicable procedures, including clearances and approvals, have been met. This includes the FAR requirement that no award shall be made unless the contracting officer makes an affirmative determination of responsibility. To be determined responsible, a prospective contractor must meet the general standards in FAR Part 9 and any special standards set forth in the solicitation.

**2. LOWEST PRICE TECHNICALLY ACCEPTABLE (LPTA) SOURCE SELECTION PROCESS.**

An evaluation for acceptability will be performed on each proposal in accordance with FAR 15.101-2(b)(1). Any price proposal that is either within 25% above or below the Independent Government Estimate or within 25% above or below the average of all of the offers received will be considered to be reasonable and within the awardable range. The proposal within the awardable range that provides the lowest price and is otherwise technically acceptable in all factors will be selected for award. To be considered technically acceptable, no technical factor in the proposal may be rated as a "NO GO". The failure of a proposal to meet all of the requirements under any Factor will result in a technically unacceptable rating (i.e., NO GO) and preclude award.

The Government will conduct technical evaluations of proposals as follows. Each proposal will be evaluated against the evaluation factors established in Section 00120 by the Source Selection Evaluation Board (SSEB). In the event the Government receives more than ten proposals in response to this solicitation, the Government will evaluate proposals as follows. First, the Government will determine which ten complete proposals have the lowest overall proposed prices that are within the awardable range as described above. The technical (non-pricing) volume(s) of each of these proposals that are within the awardable range will be given to the Technical Evaluators for review, without identification of the prices or any rank order of prices. If no proposals are found to be technically acceptable within this first group of proposals, then the process described will be conducted again with up to the next ten lowest priced-proposals within the awardable range, as many times as necessary, until such time as the Government identifies a technically acceptable proposal(s).

Should no proposal be determined technically acceptable, the Contracting Officer may establish a competitive range consisting of the most highly rated proposals. Once the competitive range is established, the Government will engage in Discussions with all offerors included in the competitive range. After receipt of the Offeror's responses raised during Discussions, responses will be rated again in the same manner as described above for the initial evaluation.

**3. BASIS OF AWARD.**

Subject to the provisions contained herein, award will be made to one (1) Offeror who is deemed responsible in accordance with the Federal Acquisition Regulation who conforms to the solicitation requirements; and whose proposal, judged by an overall assessment of the evaluation criteria and other considerations specified in this solicitation meets the technically acceptable standard for the non-cost factors and provides the lowest evaluated price.

#### 4. EVALUATION OF THE PRICE PROPOSALS

Price will be evaluated and considered but will not be scored or combined with other aspects of the proposal evaluation. The proposed prices will be analyzed for reasonableness. Additionally, all offers will be analyzed for unbalanced pricing.

The otherwise technically-acceptable lowest-priced Offeror may be required to confirm/validate its price on a Contract Line Item (CLIN), element, or total price basis, and/or provide additional information in support of their price, prior to contract award at the Government's request and discretion.

#### 5. EVALUATION OF THE TECHNICAL PROPOSAL.

The Technical Proposal will be evaluated based on the following evaluation criteria:

**A. FACTOR 1 - EXPERIENCE:** The Government will review the Experience of the Offeror, including its subcontractors and Joint Venture partners, on projects submitted in response to Section 00110, Factor 1. "**Same or Similar**" as referenced below, is defined as experience on projects that are the same or similar in size, scope, complexity and dollar magnitude as the project described in the solicitation.

- The Offeror shall demonstrate its experience by completing no more than five (5) Experience Information forms on projects. All blocks must be completed and all data must be accurate, current, and complete.
- At least two (2) of the projects must demonstrate that they are **same or similar** to the project described in the solicitation.
- All projects submitted must demonstrate that they are at least 50% complete.
- At least one (1) of the projects submitted must demonstrate that it is valued at over \$1,500,000.00 **AND** demonstrate that it has been completed within the last 3 years. This project must also demonstrate that it is the **same or similar** to the project described in the solicitation.
- ~~At least one (1) project must demonstrate that it has been successfully completed in the following Province(s):~~

~~LIST PROVINCE(S):~~

~~This one (1) project must have been completed within the last three (3) years. This project must demonstrate that it is 100% complete. This project **does not** have to be the **same or similar** to that described in the solicitation.~~

\*\*\*Failure to meet all of the requirements under this factor will result in a "NO GO" rating.

**B. FACTOR 2 - KEY PERSONNEL:** The Government will review the resumes provided in response to Section 00110, Factor 2.

The Offeror must submit resumes for the following Key Personnel:

- Project Manager for Design
- Project Manager for Construction
- Senior Electrical Engineer
- Senior Mechanical Engineer
- Senior Civil Engineer
- On-Site Construction Superintendent
- Safety Officer
- Quality Control Manager
- Project Scheduler (Resume must indicate Scheduling Software experience (e.g., Primavera, Microsoft Project))

All resumes must include the following information and may NOT exceed two (2) pages.

- Name and title
- Project positions held
- Name of firm
- Years experience with this firm (to include your field of expertise/discipline) **and** years of experience with other firms (to include your field of expertise/ discipline)
- Education degree(s), year, and institution
- Active professional registration, year first registered, if applicable
- Other experience and qualifications relevant to same/similar work required under this contract
- List of projects in which the individual has worked to include Name of project(s) and project location(s)

The following key personnel must have degrees in the required disciplines:

The following Key Personnel shall have a minimum of five (5) years of professional experience in that field.

- Project Manager for Design – Architectural or Engineering Degree

The following Key Personnel shall have a minimum of three (3) years of professional experience in that field.

- Project Manager for Construction – Architectural or Engineering Degree
- Senior Electrical Engineer – Electrical Engineering Degree
- Senior Mechanical Engineer – Mechanical Engineering Degree
- Senior Civil Engineer – Civil Engineering Degree

\*\*\*Failure to meet all of the requirements under this factor will result in a “NO GO” rating.

**C. FACTOR 3 - PAST PERFORMANCE:** The Offeror must demonstrate acceptable past performance for no more than five (5) projects. Performance under a project will be determined “acceptable” if the Offeror has obtained or demonstrates a performance evaluation rating of at least “satisfactory”, or equivalent, on the project.

- The Offeror shall demonstrate its past performance by completing and submitting no more than five (5) Past Performance forms attached at the end of Section 00110 in response to this factor. Past Performance forms submitted must be on projects that are at least 50% completed within the last three (3) years.
  - The Offeror’s past performance documentation must demonstrate the Offeror’s ability to successfully perform the contract which is the subject of this Solicitation.
  - The Offeror may demonstrate acceptable Past Performance through a qualified subcontractor, or a joint venture partner, if the Offeror is a joint venture.
  - All blocks on the Past Performance form must be completed and all data must be accurate, current and complete, to include the DUNS number, if available and the two (2) Points of Contact/References for each project.
- Letters of recommendation, commendations, and/or awards on projects, which demonstrate construction experience will be reviewed and evaluated if provided by the Offeror.

In evaluating an Offeror's Past Performance, the Government may utilize:

- a. The Offeror's "Past Performance" forms, submitted with the Offeror's Technical Proposal.
- b. Any performance evaluation documents, letters, memoranda, commendations or awards which the Offeror submits with its Technical Proposal.
  - (i) To receive credit for this documentation, the documentation must refer to the Offeror's performance in execution of a project (listed on one of the Offeror's "Past Performance" forms), a qualified subcontractor, or a joint venture partner, if the Offeror is a joint venture.
  - (ii) Credit will only be given to performance documentation pertaining to an individual, if the individual is being proposed as a member of the Offeror's project team under the Solicitation.
- c. Documentation currently contained in the Government's Contractor Performance Assessment Reporting System (to include ACASS, CCASS, and CPARS).
- d. Documentation pertaining to the Offeror’s performance under Government projects, located in the Government's Resident Management System (RMS), and located in the Government's contract files.
- e. Information from the references furnished by the Offeror on its "Experience" and "Past Performance" forms, as well as from the points of contact listed with the list of the Offeror's current contracts.
- f. Information from the Government's own personnel, who have personal knowledge of the Offeror's performance on current or past projects.
- g. Any other source of Past Performance information which the Government deems relevant and necessary to consider.

\*\*\*Failure to meet all of the requirements under this factor will result in a “NO GO” rating.

\*\*\*In the case of an Offeror without a record of relevant past performance or for whom information on past performance is not available, the Offeror may not be evaluated favorably or unfavorably on past performance. In these instances, a rating of “Neutral” will be given.

## **6. GENERAL TECHNICAL CRITERIA**

a. The Government may reject, without evaluation of an offer's Technical and or Price Proposal, if the proposal omits a material element; such as failure to provide documentation in support of part or all of a Technical Proposal, or failure to provide all required prices in the Proposal Schedule, failure to sign the Standard Form 1442, etc..

b. Proposals which fail to follow the formatting requirements of this Solicitation may be considered unacceptable.

(End of Summary of Changes)